

**BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON  
BOARD MEETING MINUTES  
May 21, 2012**

The Board of County Commissioners for Lewis County, Washington met in regular session on Monday, May 21, 2012 at 10:00 a.m. **Commissioners Bill Schulte and Ron Averill** were in attendance. **Commissioner F. Lee Grose** was absent. **Commissioner Schulte** determined a quorum, called the meeting to order and proceeded with the flag salute. **Commissioner Averill** moved to approve the minutes from the 10:00 a.m. meeting held on Monday, May 14, 2012. **Commissioner Schulte** seconded the motion.

**Motion Carried 2-0**

<b>RETIREMENT RECOGNITION</b>
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**Rose Bowman, Lewis County Treasurer**, stated she came to the Treasurer's Office in 1995 and both of these employees were there when she came. Today we are recognizing Lynn Barnes and Roger Snell.

**Lynn Barnes**

Lynn Barnes has been part of Lewis County for the past 32 years. Lynne came to work at the treasurer's office when the processes were very manual and work intensive. As technology became accessible and necessary, Lynne cheerfully jumped in to do her part to make it all come together and work. I could depend on her to come up with ideas and processes that would save the office time and money. She is a consistent and patient supervisor, always demanding the job be performed correct and timely. For many years Lynne served as the tax foreclosure deputy one of the toughest emotional jobs in the office. She was always alert to special circumstances that needed special attention without letting the individuals on her. I remember the disabled gentleman whose father died and left him the home. The challenge was the property was due for foreclosure; the disabled man qualified for a tax exemption but he did not own the home for the first two years. Foreclosure would have rendered him homeless. Lynne brought this challenge to me and worked with me to find a solution while always complying with our laws and rules. Lynne has consistently had the tough job of interacting with the taxpayers on a regular basis; many times the taxpayer had challenges or was unhappy. Lynne was always looking for a way to assist the individual while complying with the laws and rules that are tied to the office of treasurer and our responsibilities. Lynne never judged people when she had to work with them related to delinquent taxes or challenges. I have never had to worry about Lynne's honesty or integrity, she is 100% professional, and never letting any individual's demeanor rattle her emotions or behavior no matter the circumstances. When asked to revise the business model of the office not only did she go to work on that task but she provided input and ideas for improvement. If the task at hand required working beyond the scheduled work day; Lynne always cheerfully made it happen.

## **Roger Snell**

When I came to the treasurer's office in 1995, Roger had been promoted to the position of Chief Deputy Treasurer. He and I inherited an office where the investments were tracked on little pieces of paper; the tax system was on an antiquated mainframe that was aging, unreliable and inadequate. The staff had PC's on their desks that they used like typewriters. When it came to our attention that many of the taxing and assessment districts (for whom the office is by law the treasurer) were not in compliance with deposit and banking rules; Roger took on the task of working with them one by one to bring them into compliance. He has always looked for ways to use the resources of our office to assist the districts with their challenges. Roger has been a part of the planning and leading the charge to bring the office forward by being able to manage the business of the office using the latest technology; ensuring processes that protect the accountability and integrity of the billion plus dollars per year that are run through the office. I have never had a doubt about his honesty, integrity or loyalty to the county. His departure like many employees is a huge loss to the county. He will leave with an encyclopedia of knowledge in his head. I have always been able to depend on Roger to work independently with minimal supervision without worry that he would fail to meet deadlines. He brought his own ideas for improvement and change to the table. His standard for accuracy and timeliness have always been set very high. He has consistently provided leadership to the entire office that it is each individual's responsibility to do their assigned tasks with minimal supervision and on time. Roger always cheerfully complied when asked to help with new tasks and found ways to ensure our office didn't drop any important tasks even when circumstances made it difficult or impossible to perform those tasks from our desk at the courthouse – such as floods, ice and snow.

## **PROCLAMATION**

**Commissioner Averill** moved to approve Proclamation Agenda item one.

**Commissioner Schulte** seconded the motion. **Commissioner Averill** read the Proclamation into the record.

### **1. Proclaiming May 25, 2012 as the "National Missing Children's Day".**

**Commissioner Averill** stated national statistics show that there are 800,000 children missing in America with a daily average of 2,200 missing children reports. 58,200 are victims of non-family abductions and 200,000 are victims of family abductions. The National Center for Missing & Exploited Children (NCMEC) exists as a resource to help prevent child abduction and sexual exploitation; to help find missing children; and, to assist victims of child abduction and sexual exploitation, their families and the professionals who serve them. In partnership with the NCMEC, and its collaborative organizations, Lewis County proclaims May 25th as National Missing Children's Day in Lewis County. The Lewis County Board of County Commissioners urge the participation of local governments, law enforcement and communities in the protection and education about child abduction and sexual exploitation, and in ways to respond and seek help from law enforcement, social services, and the NCMEC.

**Laura Hanson, Lewis County E911**, stated it is 911's intention to become a NCMEC certified agency. She introduced Yvonne Carslay from Valley Communications who spoke about their experience in becoming a certified agency.

**Yvonne Carslay, Valley Communications**, stated a little over a year ago our Director attended a training sponsored by NCMEC. He was given a tour of their facility and was astonished at the resources they had. He returned with a pledge that they would enter into a 911 partnership with NCMEC. It is very fitting today that Lewis County's 911 Center is taking the same effort in honor of National Missing Children's Day.

**Motion Carried 2-0**

**Commissioner Averill** moved to approve Proclamation Agenda item two. **Commissioner Schulte** seconded the motion. **Commissioner Averill** read the Proclamation into the record.

**2. Proclaiming the week of May 20-26, 2012 as the Lewis County Head Start Awareness Week.**

**Commissioner Averill** stated the National "Head Start" program was launched in 1964 and Lewis County's "Head Start" began in 1986 and has been serving children ages 3-5 and their families for the past 25 years. The mission of the program is to partner with parents and the community to enhance the social/emotional and school readiness development of children and the self-sufficiency of families. Lewis County's program has provided comprehensive education, health, nutrition and parent involvement services to over 2,700 low-income children and their families. The Lewis County Board of County Commissioners proclaim this as "Lewis County Head Start Awareness Week" and commend the agency's staff and volunteers for their dedication to the program and their commitment to preparing children for entry into kindergarten.

**Debbie Hood, Lewis County Head Start**, stated we have been in operation since 1986 and at that time we served 60 children. Since then we have expanded to five sites with twelve classrooms serving 197 children within Lewis County. Present with her today are a portion of her staff as well as some of the family's that this program helps.

**Commissioner Averill** thanked Lewis County Head Start for putting this before us. We are pleased to be able to do this proclamation. This is a very important program to give young people the opportunity to achieve.

**Motion Carried 2-0**

<b>NOTICE</b>
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**Commissioner Averill** moved to approve Notice Agenda items three and five. **Commissioner Schulte** seconded the motion. Candace Hallom read the items into the record.

**3. Call for Bids: For the material purchase of culvert pipe for the King Road Rehabilitation Project. Bids are due to the Clerk of the Board by 11:00 am on June 19, 2012. Resolution No. 12-160**

**Tim Elsea, Director of Public Works**, stated the King Road Rehabilitation, MP 8.41-10.55, is grant funded (\$1,115,000—CRAB RAP and \$874,000—Lewis County). RAP grant funding guidelines required construction advertisement to commence by April 17, 2012. Resolution 12-095 approved the Call for Bids for the Material Purchase of Culvert Pipe for Phase I of the King Road Rehabilitation Project, meeting CRAB guidelines and securing the RAP grant funding. The Call for Bids was advertised and two bids were received that were considered non-responsive. CRAB staff was contacted and advised of the non-responsive bids. CRAB advised Lewis County staff that it would be necessary to issue another Call for Bids for the Material Purchase of Culvert Pipe for the King Road Rehabilitation Project. Approximately 880 linear feet of culvert material purchased under this contract will be stockpiled at the Area 3 Maintenance Shop and will be used for the King Road Rehabilitation Project. Public Works staff members are completing design, permitting and right of way certifications needed to advertise Phase II of this project (road rehabilitation tentatively planned to begin in June 2013). Sealed bids for the Material Purchase of Culvert Pipe for the King Road Rehabilitation Project shall be submitted to the Clerk of the Board of Lewis County Commissioners (351 N.W. North Street, Room 210, CMS-01, Chehalis, Washington 98532), by or before 11:00 A.M. on Tuesday, June 19, 2012 and will be opened on or after 11:30 on June 19, 2012. Bids submitted after 11:00 AM will not be considered for this project.

**4. Notice of Road Closure: Airport Road, between the Centralia city limits and the Chehalis city limits will be closed to all through traffic from May 29, 2012 to December 31, 2012. Resolution No. 12-161**

**Larry Unzelman, Real-estate Services Manager**, stated the Louisiana Avenue to Airport Road connection project will require reconstruction of Airport Road between Mile Posts 0.64 and 1.76. The project will necessitate closing Airport Road between the Centralia City limits and the Chehalis City limits to through traffic during the period of work. The closure will be from May 29, 2012 to December 31, 2012, starting at 7:00 A.M. on the first day of closure and ending 5:00 P.M. on the last day of the closure. The road will be open from either side up to the area of closure and there are alternate routes for detour. The Public Works Department will post the required advisory signs on both sides of the closure, and will notify 911 Communications and the local fire departments of the closure. Additionally the department will coordinate with the City of Centralia and the City of Chehalis.

**Commissioner Averill** stated this is the start of the WSDOT Mellen Street Interchange project. As part of that project we plan to connect Louisiana Avenue to Airport Road so there is an alternate route off of the freeway for people coming from Centralia to get to the Chehalis Town Center. These projects were initially separated and we agreed earlier in the year to provided funding to WSDOT so that a single contract could go out for the entire project. The Mellen Street Interchange project will be done in two phases,

while this is going on in the south they will also be putting in a lot of fill along Plumber Lake, Hayes Lake, and Borst Lake for the two new collector distributor lanes going in.

**5. Notice of Hearing: Regarding a non-exclusive franchise to Lake Mayfield Community Club to construct, operate, and maintain water facilities on various rights of way in Lewis County. Resolution No. 12-162**

Larry Unzelman, Real-estate Services Manager, stated the Lake Mayfield Community Club has requested a franchise for the construction, operation and maintenance of water facilities on Clahoua Drive, Chief Umptux Road, Chief Kiona Road and Wennassee Loop. This franchise would replace the existing franchise scheduled to expire on August 26, 2012. The franchise is proposed for a 5 year term. This resolution will set June 18, 2012 as the date for hearing on the franchise and call for required postings and publications by RCW 36.55.040.

**Motion Carried 2-0**

<b>CONSENT</b>
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**Commissioner Averill** moved to approve Consent Agenda items six through eighteen. **Commissioner Schulte** seconded the motion. Candace Hallom read the items into the record.

**6. Resolution No. 12-163 Approval of warrants and payroll for payment.**

**Commissioner Averill** stated this Resolution approves 10 Special Purpose warrants (Vader Water System) for \$3,531.43 and 282 warrants issued by the Auditor's Office for \$786,073.17, totaling \$789,604.60. Also approves 257 warrants for net withdrawal on payroll totaling \$230,227.00.

**7. Resolution No. 12-164 Support of continued mineral exploration in the Gifford Pinchot National Forest and in Lewis County.**

**Commissioner Averill** stated this Approves a Resolution by the Board of Lewis County Commissioners supporting continued mineral exploration and the potential jobs and economic benefits associated with commercial mining in Lewis and Skamania Counties. Vancouver (BC) based Ascot Resources LTD is seeking a permit from the US Bureau of Land Management (BLM) to proceed with exploratory drilling on national forest land in the Goat Mountain area, in the Gifford Pinchot National Forest. Preliminary findings show the Mount Margaret area may contain one of the richest mineral deposits of copper and other metals in the state. The process of exploring for and developing a mineral deposit in an environmentally respectful manner demands a careful and deliberate process. Ascot is conducting tests to find out how to move forward with a mine plan. A hearing on Ascot's proposed exploration was held in Morton and over 100 residents attending the meeting supported the project and the opportunities for employment it will provide. The Board of County Commissioners endorse Ascot's project and recommend BLM approval.

**Cy Meyer** thanked the Commissioner for their continued support in trying to bring jobs and economic growth to the people of Lewis County.

**8. Resolution No. 12-165 Approving a grant agreement with the Lewis County Economic Development Council (EDC) under RCW 82.14-370, Distressed Counties Fund.**

**Dick Larman, Director of Lewis County EDC**, stated this is a continuation from two years ago of a request for Distressed Counties Funds that are set up specifically for infrastructure for economic development and administrative costs of associated development organizations of which the Lewis County EDC is the designated organization by the County Commissioners. This will pay for staff administrative costs for the next two years. He stated .09 is less than one percent of the States portion of the sales and use tax that is designated back to rural distressed counties. This funding is to further pay for economic development projects and the staffing of the development organizations.

**Commissioner Averill** stated we have a committee that reviews these funds, the Distressed Counties Rural Economic Development Public Facilities Advisory Committee. This approves a grant agreement between Lewis County and the EDC providing \$150,000.00 in Distressed Counties (.09) Funding.

**9. Resolution No. 12-166 Approving a grant agreement with the Port of Centralia under RCW 82.14-370, Distressed Counties Fund.**

**Dick Larman, Director of Lewis County EDC**, stated this is a grant agreement that was approved by the .09 committee last week for the Port of Centralia in the amount of \$700,000.00. This allows the Port of Centralia to go forward with an Industrial Development District #3. This funding is contingent on and tied to a \$5.9 million grant with the Economic Development Administration for a large project of \$8.5 million. If the Federal funding is not approved this money will go back in the pool.

**10. Resolution No. 12-167 Approving an amendment to extend Interagency Agreement K777, between Lewis County, the Lewis County Noxious Weed Control Board, and the Washington State Department of Agriculture.**

**Bill Wamsley, Weed**, stated the Department of Agriculture approached those with interagency agreements asking if they wanted to extend the current end date. We are proposing this amendment to extend the agreement through June 30, 2013 with no additional funds. The extended time frame will allow us to do additional work during this growing season.

**11. Resolution No. 12-168 Approving a professional service agreement with Hillier, Scheibmeir, Vey & Kelly, P.S. for Hearings Examiner Services.**

**Donna Olson, Community Development**, stated the current contract between Lewis County and Hillier, Scheibmeir, Vey & Kelly, P.S for hearings examiner service is due for renewal. A contract has been prepared to continue the service until March 31, 2017. The agreement is substantially the same as the existing agreement, but combines the special hearing services for large major developments such as major industrial developments or fully contained communities into the new agreement. Such special hearing services were contracted through an addendum to the professional services contract. Under terms of the contract, the County will pay \$3,000.00 per month for up to 25 hours of service per month (no change from the old agreement). Additional charges may be agreed to between the contractor and the county for unusually complex hearings and for major development proposals such as major industrial development hearings required under Chapter 17.20 LCC and/or Chapter 36.70A RCW. In such cases, the hearing examiner may bill at a rate of \$175.00/hour and for a hearing clerk at \$10.00/hour.

**Commissioner Averill** stated county government violates all the traditional rules of how Government works in that there is no separation of powers. We today are acting in our Legislative Capacity where we make laws and rules. For most of the week we operate in our executive capacity as administrators of nearly 500 employees of the County. We also have adjudicative authority for administrative court decisions. As things get more complicated the process of that authority was more appropriately done by someone trained in the law so we established the Hearings Examiner position to do the bulk of the adjudicative decisions that previously came before the County Commissioners.

**12. Resolution No. 12-169 Approving an agreement with William J. Mudge regarding the proposed purchase of property located at 232 SW Alfred St., Chehalis, WA.**

**Larry Unzelman, Real-estate Services Manager** stated William J. Mudge, Personal Representative of the Estate of Ronald Bethge, owner of property located adjacent to the courthouse parking lot at 232 SW Alfred Street, Chehalis, has offered to sell the property to the County. It is anticipated that the County will have increased parking needs in the future and could utilize this property which is strategically located for parking lot expansion. The 64' x 100' lot is improved with an older home and outbuilding. This agreement is for the purchase of the property. The agreement has been accepted and signed by the property owner. Once approved and signed by the County, the acquisition will proceed by having the property appraised, negotiating a purchase price not to exceed \$130,000.00, and work towards closing the transaction under the terms of the agreement.

**13. Resolution No. 12-170 Appointing and re-appointing members to the Solid Waste Advisory Committee.**

**Tim Elsea, Director of Public Works**, stated the terms for current Lewis County Solid Waste Advisory Committee (SWAC) members Eddie Lewis, Bill Nelson, Robert Wheeler, and Bob Taylor, will expire on June 1, 2012. Eddie Lewis represents Waste

Connections' commercial recycling and contractor services; Bob Taylor represents the special interest group, Master Recycler Composters of Lewis County; Bill Nelson represents the Mossyrock area as a citizen; and Robert Wheeler represents the Napavine area as a citizen. They have been valuable members of the committee, and wish to continue serving. Their terms would expire June 1, 2015. Tom Rupert works as the manager of Waste Connections for the Lewis County Division and would represent the residential curbside collection program with a term that would expire on June 1, 2015. This Resolution approves the appointments.

**Commissioner Averill** stated there can be between nine and fifteen members on this committee which advises the Board of County Commissioners on solid waste issues.

**14. Resolution No. 12-171 Ratification of Coordinated Prevention Grant Agreement No. G1200392 with the Washington State Department of Ecology and Lewis County Solid Waste Utility, to implement alternatives to burning, master recycler composter and recycling programs.**

**Tim Elsea, Director of Public Works**, stated Lewis County has received grant funding from the Washington State Department of Ecology (DOE) Coordinated Prevention Grant (CPG) Program in the amount of \$39,399.00 for the fiscal year 2012 through the first half of 2013. This grant funding will be used to implement the recycling and "Alternative to Burning" programs as identified in the Solid and Hazardous Waste Management Plan. The grant funding will support recycling programs, to include free yard waste collection events, community chipping events, community education programs, and the Master Recycler Composter programs. The funding will also be used to pay for collection, chipping, and proper disposal of material from residential customers throughout Lewis County, as well as educating residents on composting and diverting waste away from landfills.

**15. Resolution No. 12-172 Ratification of Coordinated Prevention Grant Agreement No. G1200359 with the Washington State Department of Ecology and Lewis County Solid Waste Utility, for funding moderate risk waste and recycling programs.**

**Tim Elsea, Director of Public Works**, stated the Lewis County Solid Waste, a division of the Public Works Department, has been awarded a Coordinated Prevention Grant (CPG) from the State Department of Ecology (DOE) for local moderate risk waste collection and recycling programs. Through CPG agreement, contract number G1200359, the DOE allocates \$226,965 to Solid Waste effective January 1, 2012 through June 30, 2013. These funds will pay for waste reduction and recycling activities along with household hazardous waste programs and small quantity generator implementation performed by Lewis County Solid Waste.

**16. Resolution No. 12-173 Approving an easement to Public Utility District #1 (PUD) of Lewis County for an electrical distribution line.**



**Tim Elsea, Director of Public Works**, stated the County's current Koontz Road reconstruction project requires Public Utility District No. One of Lewis County (District) to move their existing electrical facilities along the road to make room for the widened roadway. The County owns a small triangular shaped parcel at the corner of Koontz Road and Woodard Road. The District is requesting that the County grant them a 5 foot wide easement on this parcel along Koontz Road for relocation of their electrical facilities. The County would retain the right to use the property for uses that do not interfere with the electrical facilities. They have offered to pay \$380.00 for the easement.

**17. Resolution No. 12-174 Bid award for material purchase of signs, hardware, and pavement markings for the Lewis County Road Safety Project, Phase I.**

**Tim Elsea, Director of Public Works**, stated a Call for Bids was made on April 23, 2012. The project was advertised for three consecutive weeks in the East County Journal and The Daily Journal of Commerce. The project was also listed on Lewis County's website. Public Works received two responsive bids and one non-responsive bid for this project on May 15, 2012. Traffic Safety Supply Company of Portland, Or, provided the lowest responsive bid of \$78,080.93 which was below the Engineer's estimate. Approval of this resolution will authorize the Director of Public Works to sign a contract between Traffic Safety Supply Company and Lewis County. The non-responsive bid was provided by Rocal, Inc., Frankfort, OH. Their bid did not include a bid for items No. 355-359. This contract will allow Public Works to purchase the material to upgrade signage and improve pavement markings for approximately 171 miles of roadway, and other work that will be completed with Lewis County labor and equipment.

**18. Resolution No. 12-175 Bid award for the Vader-Enchanted Valley Water System Improvement Project**

**Tim Elsea, Director of Public Works**, stated a Call for Bids was made on April 16, 2012. The project was advertised for two consecutive weeks in the East County Journal, Chronicle, and the Daily Journal of Commerce. The project was also listed on Lewis County's website. Public Works received five responsive bids for this project on May 10, 2012. I&E Construction, Inc., Clackamas, OR, provided the lowest responsive bid of \$1,024,504.25 which was below the Engineer's estimate. Approval of this Resolution will authorize the Director of Public Works to sign a contract between I&E Construction Inc. and Lewis County. This is for the improvement of waterlines in the Vader area, along with meters and fire hydrants.

**Motion Carried 2-0**

There being no further business, the Commissioners' public meeting adjourned at 11:06 am on May 21, 2012. The next public meeting will be held Monday, June 4, 2012, at 10:00 a.m.

Please note that minutes from the Board of County Commissioners' meetings are not


verbatim. A recording of the meeting may be purchased at the Commissioners' office.



**ATTEST:**

  
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Clerk of the Board  
Lewis County Commissioners

**BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON**

  
\_\_\_\_\_  
F. Lee Grose, Chairman

  
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P.W. Schulte, Commissioner

  
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Ron Averill, Commissioner